



City of Seattle

CIVIL SERVICE COMMISSIONS

The Civil Service Commission
Commission Chair Mary Wideman-Williams
Commissioner Amy S. Bonfrisco
Commissioner Angelique M. Davis

Staff
Andrea Scheele, Executive Director
Teresa R. Jacobs, Executive Assistant

February 14, 2022
Civil Service Commission Monthly Meeting
Approved: April 18, 2022

1. CALL TO ORDER:

Commission Chair Mary Wideman-Williams called the meeting to order at 2:02 pm. The meeting was held via WebEx per the Washington Governor's Proclamation No. 20-28.

2. LAND ACKNOWLEDGEMENT:

Commission Chair Wideman-Williams opened the meeting with the Land Acknowledgment-*The City of Seattle Civil Service Commission acknowledges that we are on the traditional land of the first people of Seattle, the Duwamish. We honor with gratitude the land, and the Duwamish people, past and present.*

3. INTRODUCTIONS (In Attendance)

Commission: Commission Chair Mary Wideman-Williams, Commissioner Angelique Davis, Commissioner Amy Bonfrisco

Staff & Counsel: Andrea Scheele, Executive Director; Teresa Chen, Assistant City Attorney, Mele Hefa, Administrative Assistant (Temporary)

Guest: Evan Chinn, candidate for Civil Service Commission's Council appointment.

4. PUBLIC COMMENT: There were no request to give public comment.

5. APPROVAL OF MINUTES

- **January 17, 2022:** The commission reviewed the minutes of January 17, 2022. Commissioner Bonfrisco moved to accept the minutes as written. Commissioner Davis seconded the motion. The minutes were approved by acclamation and will be signed by the chair.

6. CASE STATUS REPORT

City of Seattle Civil Service Commissions

Seattle Municipal Tower, 700 Fifth Avenue, Suite 1670 PO Box 94729 Seattle, W98124-4729
Tel (206) 233-7118, Fax: (206) 684-0755 <http://www.seattle.gov/CivilServiceCommissions/>

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LaBelle v. Parks-CSC No. 21-01-041-Update: Executive Director Andrea Scheele updated the commission on the status of the appeal of a disciplinary appeal filed by an employee of Parks who was terminated. A first prehearing was held. The department filed a motion to dismiss. Mr. LaBelle had an opportunity to respond and did not. Director Scheele reviewed the motion and documentary evidence submitted therewith and found that Mr. LaBelle's union had grieved his separation under the collective bargaining agreement, instead of Mr. LaBelle grieving it through the Personnel Rules' employee grievance process. Ms. Scheele granted the City's motion, dismissed the appeal, notified parties of the dismissal.

7. EXECUTIVE DIRECTOR REPORT

Departmental Work and Budget Update: Ms. Scheele provided an update to the commission on staff projects. **PSCSC/Fire:** Ms. Scheele reported that due to SFD's urgent staffing needs, there will be an emergency entry level Firefighter civil service exam in 2022r. Unless other plans are made, this will push back the next entry-level exam cycle by a year. **Commissioner Council**

Nomination/Appointment: Ms. Scheele introduced Evan Chinn who is the candidate for the council appointment to the CSC. Ms. Scheele will submit materials to Council President Juarez who is also Chair of the Governance, Native Communities & Tribal Governments Committee. Council President Juarez will advance the nomination of Mr. Chinn at the March 17 committee meeting. The full City Council will vote on March 21st on the appointment. Ms. Scheele congratulated Commissioner Bonfrisco on her new position as investigator for the Human Resources Investigation Unit. Commissioner Bonfrisco's new position is not in the civil service, so she will conclude her CSC service. With two current commissioners outgoing, the commission will not have a quorum and will cancel its March meeting. **Budget:** Ms. Scheele notified the commission she is working with the departments budget analyst to carry over funds that were allocated to the commission in 2021.

8. EXECUTIVE SESSION (MAY BE CANCELLED IF NOT NEEDED): There was no Executive Session.

9. OLD/NEW BUSINESS

UPDATE ON CSC SPECIAL ELECTION FOR EMPLOYEE-ELECTED MEMBER AND ANTICIPATED NOMINATION/APPOINTMENT OF CITY COUNCIL APPOINTEE- Ms. Scheele and staff are working with the City Clerk's office to conduct a special election the third week of April for the employee elected commissioner position that will be vacated by Commissioner Bonfrisco. The special election requires a resolution that will go before the City Council for a vote on February 15. Staff is working on notices to city employees who are eligible to run for the position and vote in the election, via postcard, web postings, and information sessions. She hopes that a new commissioner will be on the commission in June.

10. RESOLUTION OF THE CIVIL SERVICE COMMISSION, HONORING COMMISSIONER ANGELIQUE M. DAVIS:

The commission and staff honored the service of Commissioner Davis for her three terms on the CSC. A resolution was read into the record.

11. RESOLUTION OF THE CIVIL SERVICE COMMISSION, HONORING COMMISSIONER AMY BONFRISCO:

The commission and staff honored the service of Employee Elected Commissioner Bonfrisco for her term on the CSC. A resolution was read into the record.

12. ADJOURN:

All other business before the Commission having been considered, Commission Chair Wideman-Williams adjourned the meeting at approximately 2:49 pm

Respectfully submitted on April 18, 2022, for the CSC:



Andrea Scheele, Executive Director

Approved April 18, 2022



Mary Wideman-Williams (May 13, 2022 11:21 PDT)

Mary Wideman-Williams, Chair

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